

## **ROLES AND RESPONSIBILITIES FOR NCA PROJECT PARTICIPATING PARTIES**

### ***Round Table members***

- To provide BPA with individual insights and perspectives on key questions raised by the non-construction initiative and any pilot projects initiated as part of the NCA project.
- To provide a forum of identifying and responding to key issues associated with non-construction alternatives to current transmission planning including institutional issues that go beyond BPA.
- To provide insights from a broad stakeholder base to ensure that BPA's transmission planning process is balanced.
- To provide BPA with input on expanding consideration of non-construction alternatives into BPA's regional transmission planning process.
- To build a broad base of region-wide understanding for the overall goals and results of this initiative including defining effective methods of disseminating the results of this initiative to regional utilities and other key parties.
- To help build regional confidence and acceptance for a new approach to transmission planning.
- To use any clear outcomes from this effort to update other regional planning processes.

### ***Facilitator***

- Work with round table members and BPA to develop and circulate an agenda for round table meetings prior to each meeting.
- Facilitate round table meetings.
- Work with BPA staff to develop a summary of each meeting, and circulate to members for review and comment.
- Work to resolve any issues brought to the attention of the facilitator that are compromising the effectiveness of the round table meetings.
- Assist BPA co-chairs to collect ideas from round table members and work with the BPA co-chairs to integrate these ideas into BPA's transmission planning review in an organized and balanced manner.

### ***BPA Project Team***

- Provide relevant background information to round table members, for their review and consideration, in advance of each meeting.
- Seek input from round table members on the tasks and activities identified in "BPA Transmission Business Line FY 2003 Non-Construction Alternatives Targets."
- Using input from the round table members, review and modify where appropriate, BPA's current transmission planning process.
- Coordinate all communication on round table activities to internal and external audiences.
- Provide all logistics support to the round table as necessary.

### ***BPA Chair and Co-Chair***

- Chair round table meetings and oversee action items and timelines.
- Work with the facilitator, staff and round table members to coordinate agenda items.
- Work with round table members to address issues and concerns as they arise in the round table deliberations.
- Serve as the channel of communication between the round table members and BPA managers responsible for making decisions related to the NCA project.